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ABSTRACT

In a two-credit course at Texas A&M University, "Library Science: The Library and Learning," students learn practical applications in library research. One project requires students to analyze and critique a designated index, then, along with four other students, compare the indexes. The indexes cover a variety of subjects, both broad based and subject specific, and may be printed or on CD-ROM. Students receive a list of the indexes and a set of 12 questions to help in analyzing the reference tool. Students write either a short report describing the index or answer the 12 questions, and each group writes a comparison of their indexes. The course instructor edits the material, leaving the students' work intact as much as possible. The final report is then distributed to the class. Students learn to understand one index, and in doing so, learn that they can master many others. This report reproduces the list of 12 questions students use to critique each reference source, as well as the 32 student summaries; some include the instructor's comments in boldface. Organized by topic and number of works analyzed, the summaries include the following: Business (4); Current Events (8); Education (4); History/Political Science (4); Literature (4); Odds and Ends (4); and Science (4). (SD)

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ED311896

ANALYZING REFERENCE TOOLS:

Thirty-Two Commonly Used Indexes

in the

Sterling C. Evans Library

Texas A&M University

Edited by Barbara B. Alexander
Instructor, Humanities 101

Contributors

Students of Humanities 101

Library Sciences: The Library and Learning

Sterling C. Evans Library
Texas A&M University
College Station, Texas

Spring 1989

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STUDENTS, HUMANITIES 101
SPRING SEMESTER, 1989

Trampus Black
Andrew J. Cantrell
Joe B. Champion
Laynie East
Tanya Eriksson
Jacqueline Flanders
Tracy Fletcher
Hunter Floyd
Diana Gilmore
James Johnson
Jeff Jordan
Stephanie Loftin
Nicole Mack
Vince Martinez
Lisa McKinney
Melody Morris
Dan Murphy
Michael Navarra
Dwight M. Nittsche
Paris North
Chetan Patel
Kathleen Rhoden
Kelly Robertson
April Strait
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Assistance and Typing

Kristin King
Dennis Thiele

Special thanks goes to Dennis who regularly and cheerfully performed assorted other miracles while assisting Barbara with this class.

Introduction

Each student in Humanities 101 was assigned an index, or similar reference source, to analyze. The sources were grouped according to subject matter. Students used page one, "Analyzing a Reference Tool", as a guide to understanding the assigned material.

Students worked in assigned groups of four to compare their indexes. Each group was responsible for the following: 1) individual reports on the assigned indexes, either one half page written (on each tool) or a question and answer format (for each tool) using the questions given on " Analyzing a Reference Tool:" 2) a consensus of opinion, written by the group, comparing the four or five reference sources, how they are similar or different and a recommendation of their usefulness for members of this class.

HUMANITIES 101
SPRING 1989

NAME_____
Barbara B. Alexander

ANALYZING A REFERENCE TOOL
April 1989

Or, how to save time, relieve stress, and do better research by using the appropriate index or abstract.

Before using a reference source, make sure it is appropriate for your research by answering the following questions. These will apply to indexes, abstracts, handbooks, dictionaries, directories, laser or compact disk systems. If the work has an introduction or a manual (CDs), it may help answer the questions.

1. How specialized is this source? Does it cover popular subjects, such as you might find in Time or Newsweek? Does it cover a somewhat narrower field, such as science and technology? Or is it very specific, such as engineering?

2. What time period does the work cover?
   a. What are the earliest materials cited?
   b. Is the source still being published? If so, how current is the most recent index? How often is it updated?
   c. If the source isn't updated, how recent are the materials it cites?

3. How is the material arranged? Is it arranged alphabetically, numerically, chronologically, or some other way?

4. Is there more than one method of indexing? Can you search by author, title, subject, keyword, publication, geographical location, or some other method?

5. Are periodicals, books, excerpts, or other materials indexed, or is it a combination of these formats? Do excerpts give adequate references to the original sources?

6. Is the source written for laymen, undergraduates, graduate students, or professionals?

7. Is the source easy to understand and use? Does using it require the assistance of a library staff member?

8. What is included in the citations, for example, author, title, date, illustrations, pages, abstract of material, and so on?

9. Is there a list of abbreviations used in the source? If so, where is it located?

10. Are there special features such as illustrations, charts, graphs, appendices, the capability to print citations, which enhance its usefulness?

11. Does it give adequate cross-references ("see also")?

12. Does this source seem logical? Is it easily comprehensible? Is the material useful? In other words, would you feel comfortable using it when writing research papers?

COMMONLY USED INDEXES IN THE EVANS LIBRARY
April 1989

Business

GROUP MEMBERS: Trampus Black, Andrew J. Cantrell, Joe B. Champion, and Laynie East

Business Periodicals Index
Z/7164/C8.1/B983
Reference Table 9

The following submitted by: Trampus Black

1. It is very specialized in that it covers business specifically. It covers anything from penny stocks to business related diseases. Yes, it does cover popular subjects that are broadly business related.

2. A. The earliest material cited is January 1958.
   B. It is still being published and the most current issue is March 1989. It is updated monthly.

3. It's arranged alphabetically.

4. The only way to search is by subject.

5. All formats are indexed. Yes, they give adequate references.

6. It is written by professionals.

7. It is very easy to use. No, you don't need the assistance of a Librarian.

8. It gives author, title, date, pages, column but doesn't give illustrations or abstracts.

9. Yes, in the front you can find a list of abbreviations.

10. No, there are no special features.

11. Yes, it does give adequate cross-references.

12. This index is very easy to understand and very useful. I would definitely use it when writing a paper.

DATEXT
CD-ROM
Wiley Laser Disk Area

The following submitted by: Andrew J. Cantrell

Datext is a compact disk database found in the Wiley area. This business index covers approximately 10,000 companies and information pertaining to them.

Updated quarterly, it was last updated in March of 1989. Material is arranged alphabetically and covers four broad subject areas: Consumer, Industrial, Service, and Technology.

Information can be accessed in a variety of ways including company name, portfolio, industry, executive, glossary, newsline, standard industrial classification, and company subsets.

Available for all students who desire information on public companies, this source is self-explanatory. Fortunately, if trouble does arise, a library assistant is close at hand for any questions.

The index gives the journal name, date, and page on the specific article. A small summary is also available on the screen.

Citations can be printed easily on the provided printer at no charge.

This source is easy to use and understand, and it offers a giant range of information for anyone who needs material in a business related field.

Predicasts F&S Index United States Commonly called (F&S)
HG/4961/F822
Reference Table 18

The following submitted by: Joe B. Champion

The F & S Index covers business aspects of Industry, Products and Companies for the United States and has a separate International Index for information about foreign companies. The materials are taken from over 750 publications including financial publications, business oriented newspapers, trade magazines and special reports. The index contains information on corporate acquisitions and mergers, new products, technological developments, and social and political factors affecting business. The index can be very specific and detailed and is divided into two volumes: Industries and Products and Companies.

Volume 1 - Industries and Products. Reports on new products, new capacities, product demand, end uses and sales. It also includes economic factors such as population, wages, consumer spending, business investments, construction outlays, and government regulation and spending. This volume also includes, from Volume 2, plant capacities, plant and equipment expenditures, market data, and new product technology.

Volume 2 - Companies. Contains merger and acquisition data, joint venture information, sales and profits, analysis of companies by security firms, and other corporate and financial data. Cross references are included for those subsiding and parent companies.

The materials are cited weekly, monthly and yearly (in hard bound) and can be as recent as the week you need the information.

The Industry and Products Index is arranged according to the Standard Industrial Classification (SIC) Code which groups entries on related industries and products. A major grouping of related issues is given on page A-4 with subdivisions under major groupings. Also on page C-1 an alphabetized listing of all the subdivisions is given. The Companies Index is listed in alphabetical order by the company name. The only ways of indexing are the two listed above.

Adequate references are given and it is very easy to use and very accessible. Citations are given as follows:

General Heading
(subdivision)

1. Description of Article...where taken from...mo/day/yr./pg#
2. " " " " " " " " " "
3. " " " " " " " " " "

(subdivision)

1. " " " " " " " " " "

Abbreviations used in the source are all covered well on page B-1.

The source seemed easy to understand, very helpful to those who need in-depth information about business aspects and could be used at all levels of study.

Wall Street Journal Index
HG/1/W2.6
Microtext

The following submitted by: Laynie East

The Wall Street Journal Index is located in the Microtext Department. It is divided into two sections, Corporate News in Volume I and General News in Volume II. Dow Jones Averages can also be found in Volume II. This monthly publication dates back to 1955 and the most recent index is for January 1989.

Articles can be searched for by corporate name or by a general subject. Cross-references are provided for the General News section. Headings are arranged alphabetically with entries listed alphabetically or chronologically under the heading. An excerpt followed by a citation is given for each article. The citation includes the month, date, page, and column, respectively. The actual article can be found on microfilm under the call number N/430 in the Microtext Department.

The Wall Street Journal Index is not difficult to understand and shouldn't require much assistance, if any. A listing of abbreviations used in the index can be found in The Investor's Guide to Stock Quotations and Other Financial Listings, which is held at the Reference Desk. This source should prove to be beneficial for research.

Comparison of Indexes

Of the indexes available on business topics, DATEXT gives the widest range of information. However, it is sometimes hard to access due to limited computer availability. Alternatively, F & S offers much of the same information and is more readily available for use. Other useful business sources include the Business Periodicals Index which offers a broad range of corporate data and the Wall Street Journal Index which provides information on corporate news as well as general subject matter limited to the Wall Street Journal.

For research purposes, DATEXT and F & S provide the most insight into business news. These two sources will lead to specialized areas as well as broader aspects of business. Likewise the Business Periodicals Index and Wall Street Journal Index are beneficial, yet they don't offer the in depth details which are attainable in the form of DATEXT and F & S.

Current Events I

Group Members: Tanya Eriksson, Jackie Flanders, Tracy Fletcher, and Hunter Floyd

Applied Science & Technology Index
Z/7913/I7
Reference Table 2

The following submitted by: Tanya Eriksson

The Applied Science & Technology Index is located in the Reference area at Table 2. The call number for this index is Z/7913/I7. It covers the narrow field of science and technology. The earliest materials cited are in the year of 1978, and it continues to be published and updated every month with January of 1989 being the most recent index.

The index itself is separated into the main section (given in the order found) of Abbreviation of Periodicals Indexed (arranged alphabetically), Periodicals Indexed (arranged alphabetically), Subjects Indexed (arranged alphabetically), and Book Reviews (arranged alphabetically). One may search by author in the section of Book Reviews. In the sections of Abbreviations of Periodicals Indexed, Periodicals Indexed, and Book Reviews, one can search by subjects. Periodicals are indexed in the first and second sections. Books are indexed in the last section. Very small excerpts are found in the Subjects Indexed and do give adequate references to the original sources.

The source is written so that even laymen can understand the index. Examples are provided to help the user and abbreviations prior to the Periodicals Indexed and Subjects Indexed also are useful. The citations include author, title, date, illustrations (if any), pages, bibliographics (if any) and diagrams (if any). The abbreviations that are in this index are for the periodicals or abbreviated words used in the citations as referenced to above. There are no special features such as illustrations or charts in this index, only words. There are many "see also" or cross-references. Overall, I feel the Applied Science & Technology Index is very logical and easy to understand so that any person would feel very comfortable using it.

American Statistics Index (ASI)
Z/7554/U5/A4.6
Documents Table 16

The following submitted by: Jacqueline Flanders

1. Statistics on every subject imaginable, not subject specialized.

2. a. 1974
   b. Yes, annually.
   c. 1988

3. Subjects and names. Alphabetically.

4. Subject

5. Combination-government documents.

6. Laymen and undergraduates
   [Barbara's Note: ASI, and its companion indexes, SRI, Statistical Reference Index, and IIS, International Index to Statistics, are a basic source for statistics and are used by many researchers on all levels.]

7. No, I asked when I didn't understand.

8. Department or agency - title, date, pages, and abstract of materials.

9. No.

10. No.

11. Yes, also indexed by categories.

12. Yes, after figuring out how to use it, (use abstract to find topic then index to find location).

Current Contents: Social & Behavioral Sciences
Z/7163/C8
CPD

The following submitted by: Tracy Fletcher

Current Contents: Social & Behavioral Sciences index is found actually below the desk in the Current Periodical Department. Its call number is Z/7163/C8. It is an index directed toward professionals and covers a wide range of topics. It relays titles and subjects of articles (gives the table of contents) which appear in what Current Contents (CC) refers to as "1340 of the world's most important journals." Publishing began in 1974 and the index is being updated currently; CC is a weekly edition. There are three main sections. First appears the actual listing of magazines and their table of contents. Each magazine is cited (states volume, number, and date). The table of contents indicates if material is an article, book review or other type of information. There appears to be no recognizable order for titles within this section, except that they are grouped by subject. However, the other two sections appear in alphabetical order. The first of these is entitled "title word index". It allows the reader to look up a key word (of the title) and find where it appears in CC (the first section). The second index is an "author index and address directory." This one allows the reader to find out where an author is cited in CC, it also gives the author's address. At first sight this index seems quite confusing and poorly organized, and after studying it I feel it could easily lead to confusion. It is not an index I would recommend for a student and I will probably not use it in the future.

Biography Index
Z/5031/B5 Reference Table 6

The following submitted by: Hunter Floyd

1. It covers biographies in all types of fields from Architects to Zoologists. You can look individuals up or find them by their Professions and Occupations. It is very broad in its topics.

2. January of 1946 through February 1989.
   a. 1946
   b. Yes, February 1989. Updated every four months.
   c. N/A

3. Each index is in alphabetical order. The indexes are arranged by what was published about whom during that year.

4. Search by author and occupations or professions.

5. All are indexed.

6. Laymen. **[Barbara's Note: Individuals from all levels can use this.]**

7. It is understandable but some of the citations may need explaining as to where to find something.

8. Author, title of what they wrote, date, illustrations, pages and no abstracts.

9. Yes, they are at the beginning. "Key to periodical abbreviations". Also abbreviations used in citations.

10. No.

11. In occupations and professions there is a see also.

12. Yes.

Comparison of Indexes

Of the four indexes the Current Contents: Social & Behavioral Sciences is definitely the most difficult to use and the most poorly organized. We recommend avoiding the index when possible. The other three are well organized, easy to use, and contain useful information for any researcher. Particularly, the ASI with its User's Guide at the beginning will definitely be the easiest and most useful of the three.

Another note, the Biography Index will be useful but make sure the person you are researching is known. We found this index limited.

Current Events II

Group Members: Diana Gilmore, James Johnson, Jeff Jordan, Stephanie Loftin.

Index to Government Periodicals
Z/1223/Z7/I5
Documents Table 9

The following submitted by: Diana Gilmore.

1. The Index to Government Periodicals gives access to articles in federally published periodicals.

2. This index has been published since 1970 and is still being published. The index is issued quarterly and compiled into one volume at the end of the year.

3. The index is arranged alphabetically by subject. Under each subject there are article titles in alphabetical order.

4. The only method of indexing is by subject. The title of the article will be abbreviated. When you find an article you want, go to the front of the index to the Periodicals Index, Abbreviations and Classification Numbers to find the full title and its call number.

5. Only government periodicals are indexed.

6. This source can be used by laymen, undergraduates, graduates, and professionals to find information.

7. The source is easy to understand and use with minimal assistance of a library staff member.

8. Included in the citations are: author, abbreviated periodical title, volume and issue number, number of pages, and a date.

9. A list of abbreviations used in the source is at the beginning of the index (for titles only)

10. There are no special features.

11. This index does give adequate cross-references.

12. This source seems logical and easily comprehensible. It is very useful if one is working with a government subject. I would feel comfortable using the Index to U.S. Government Periodicals.

National Newspaper Index
COM-ROM
Microtext

The following submitted by: James Johnson

This source is used for most any topic of newsworthy interest. It is used for finding information concerning subjects, authors, products, and graded reviews and is found by searching under each of these.

Newspapers included are New York Times, Wall Street Journal, Washington Post, Los Angeles Times and Christian Science Monitor.

Earliest materials cited are from April 1986 and continue through present. March 1989 is the most current. The index is updated monthly. **[Barbara's Note: A microfiche file next to the reader covers 1979 - 1986.]**

All material is arranged alphabetically. Articles only are indexed. Excerpts give detailed references to original sources.

The source is written for laymen and is very self-explanatory.

Citations include article title, selected article authors, number of column inches the article occupies. Bibliographic citations include abbreviated name of newspaper where article appears, date, year, section, followed by page number, and column where article begins. **[Barbara's Note: When copying citations for New York Times, be sure to get the "L" listing; for Wall Street Journal the "N" listing, as those are the ones carried in the Evans Library.]**

There is no list of abbreviations in the index.

The index has two parts including alphabetical listing then chronological listing. It is useful because more recent articles appear first.

It gives ample cross-references which prove helpful for particular topics which have numerous subtopics.

This index is ideal for doing research. It is very current and is updated consistently.

NewsBank (Paper index and CD-ROM)
Microtext

The following submitted by: Jeff Jordan.

NewsBank is an index available either in paper-bound copies or on a computer-driven CD-ROM system. NewsBank provides access to articles from the newspapers of over 450 U.S. cities. **[Barbara's Note: Articles from a few local business periodicals are also included.]** This is a very generalized source that directs the user to full text copies stored on microfiche cards.

The earliest materials cited differ between the two formats. The paper copy indexes as far back as January of 1970, whereas the CD-ROM system only indexes back to January of 1982. Both formats are still being published and they are updated monthly with annual cumulations. The most recent citations on both indexes are December of 1988.

The material on both formats of indexes is arranged alphabetically by subject heading. Many articles are assigned multiple subject headings so they can be accessed from many different points.

Just about anyone can use either format of NewsBank, from laymen to professionals. All that is required are basic skills in how microfiche is catalogued and in how to use the microfiche readers. It may require the assistance of a library staff member for some laymen, but it probably won't.

The only information included in either format of the NewsBank Index is subheadings, geographic origin of event, year, microfiche category, microfiche card number, and microfiche grid coordinates.

In the paper copy there is a list of abbreviations (microfiche categories) on the bottom of every page throughout the index. The CD-ROM system has these abbreviations to microfiche categories on a help sheet kept at the terminal.

The CD-ROM system has the capability to print citations, but that is the only special feature which NewsBank has.

Both formats of NewsBank have numerous cross-references for their subject headings and sub-headings. Another added benefit that NewsBank gives is a division of research areas/databases to choose from. These include: NewsBank; Business NewsBank; Names in the News; Film and Television; Fine Arts and Architecture; Literature, and Performing Arts. These all give the user the opportunity to narrow their field of search before they begin.

NewsBank is a very logical and comprehensible source. The material is useful and may be applied to numerous topics no matter how general or specific they may be. An important difference between the two formats of NewsBank is that the paper copy allows you to search further back in time and by using specific time frames whereas the CD-ROM system searches its whole file equally. I would feel very comfortable using either format of NewsBank while doing research.

PAIS Annual Cumulated Bulletin (Public Affairs Information Service)
Z/7163/P9
Reference Tables 33-34

The following submitted by: Stephanie Loftin

1. It provides indexing in economics, political science, social welfare, and international relations and related subjects.

2. The indexes cover 1915 to present.
   a. 1915
   b. Yes. The most current one is January 1989. It is updated every month.

3. The material is arranged chronologically.

4. They are subject entries in alphabetical sequence, only.

5. It indexes books, pamphlets, government documents (national, state, local U.S., and some foreign), processed publications, United Nations documents, studies and reports by public and private institutions, and periodicals.

6. It is written for laymen if they read the instructions.

7. It is very easy to use and understand on your own. Just read the directions first.

8. The subject citation first gives a two digit number in parentheses which refers to the year of the annual Bulletin in which the full reference appears. It is followed by the page number in that annual Bulletin, a Left(L) or Right(R)-hand column designation, and finally a position code number which represents the number of full entries from the top of the column.

9. There is no list of abbreviations in the source itself, but in each of the annual Bulletins there is a list at the front of each book.

10. No.

11. Yes, it gives adequate cross-references.

12. This is a very logical source. It's easy to understand and the material is useful if your paper is on public affairs of certain years. I would feel very confident in using this for a research paper.

Comparison of Indexes

The category of Current Events II consists of four subjects: Index to Government Periodicals, National Newspaper Index, NewsBank, and Public Affairs Information Service Annual Cumulated Bulletin. Each of these indexes can lead one to helpful information when researching a topic. The Index to Government Periodicals (GP) gives access to articles in federally published periodicals. The National Newspaper Index (NNI) is used for any topic of newsworthy interest. NewsBank (NB), available in paper bound copies or CD-ROM, provides access to newspaper articles from over 450 city newspapers in the U.S. The Public Affairs Information Service Annual Cumulated Bulletin (PAIS) provides indexing in economics, political science, social welfare, international relations, and related subjects. GP has been published since 1970 and is updated quarterly. NNI has been published since 1986 and is updated monthly. NB has been published on paper since 1970 and on computer since 1982, and it is also updated monthly. PAIS has the broadest time range having been published since 1915. It also is updated monthly. Each of these indexes is listed alphabetically by subject, but the NNI is also listed chronologically from the present to the past.

The only format of GP is periodicals. The only formats of NNI and NB are newspapers. PAIS indexes books, pamphlets, government documents, and periodicals, Each source would be appropriate for use by anyone from laymen to professionals although the CD-ROM for NB may require some assistance for first time users. GP, NNI, and PAIS are easy to use and self-explanatory. NB is also easy to use if one knows how to use microfiche. NNI and PAIS don't have a list of abbreviations used in the source. The GP index has all of the titles abbreviated throughout with a list of the abbreviated and full titles at the beginning of the index. NB has a list of abbreviations next to the CD-ROM and the paper index has a list at the bottom of each page for newspapers. GP and PAIS have no special features. NNI lists the most recent articles first which is useful for research. With the CD-ROM of NB citations can be printed. GP, NNI, NB, and PAIS all give adequate cross-references. All sources seemed logical and easily comprehensible. The material is useful for research, and we recommend each of these sources. We feel that NewsBank is the best index out of the four. It covers more newspapers than NNI and is just as current. The CD-ROM computer system allows for easier and faster searching, and it also allows for printing references. We hope that this information will be helpful to you when researching in the future!!!

Education

Group Members: Nicole Mack, Vince Martinez, Lisa McKinney, Melody Morris

Curriculum Collection Index
Reference Table 12

The following submitted by: Nicole Mack

1. The Curriculum Collection Index covers all aspects of education, therefore making the index very specialized.

2. The index covers the time period from (approximately) 1966-1986 (according to Dale in Reference).
   a. The earliest material cited is EDCI, 1966.
   b. The source is no longer being published. The most recent materials cited are from 1986.
   c. The most recent materials cited are from 1986.

3. The material is arranged alphabetically.

4. There is more than one method of indexing. A user could search by accession numbers, by author, by keyword in context or by subject.

5. The materials indexed are a combination of periodicals, books, excerpts, or other formats indexed. No, excerpts do not give adequate references.

6. The sources are written for undergraduate students.

7. The source is difficult to understand and it requires the assistance of a library staff member.

8. The citations may include: title, author, date, pages, place published, where to find the source in the library (here), call number, accession number, descriptors, publisher, and the year published.

9. Yes, the index does have a list of abbreviations found in the front of the index that can be searched by accession number.

10. The special features of the Curriculum Collection that enhance the index's usefulness are: its explanation (at the front of the accession index) of how to use the index, its guide to the acronyms that the index uses, and a list of the different ways a user can search the index, a list of abbreviations used, a guide to how to find the materials in the index, and a guide to how to search the index.

11. The index may refer from the paper copy of the guide to other materials using the accession numbers. The index gives adequate cross-references.

12. After the use of the index is explained to the user by a library staff member, the source seems somewhat logical. The index is not easily comprehensible however, the material does seem useful. I would feel uncomfortable with the guide if I had to use it to write research paper.

ERIC Silverplatter
CD-ROM
Microtext

The following submitted by: Vince Martinez

1. How specialized is ERIC? ERIC, which stands for Educational Resources Information Center, is specialized in giving all kinds of educational information. ERIC also is used by many business and psychology majors.

2. What time period does it cover? ERIC was developed by the National Institute of Education in 1966. ERIC is still being published. The Evans Library holds three disks: one 1966-1975, 1975-1982, and 1982-present. ERIC is updated quarterly (every 3 months.)

3. How is the material arranged? The material in ERIC is arranged chronologically. The most recent material precedes the latter material.

4. Is there more than one method of indexing? There are several methods of indexing ERIC, They are by 1) subject, 2) title, 3) author, 4) publication, 5) geographic location, 6) accession number, 7) target audience, etc...

5. Are there periodicals, books, excerpts or other materials indexed? Yes, all of these formats are indexed. The excerpts from these sources give more than adequate information to the original source.

6. Who is the source written for? It is written for laymen, undergraduates, graduate students, and professionals. Anyone can use ERIC free of charge.

7. Is the source easy to understand and use? ERIC is not easy to use or understand. In fact, it is extremely difficult. If you have never used a CD-ROM system before, you will need a library staff member's help.

8. What is included in the citations?
1) An accession number which identifies if material is document or journal; 2) author; 3) title; 4) corporate source (who put material out); 5) publication year; 6) if Texas A&M has the material in microfiche. **[Barbara's Note: A valued part of the citations is the abstract, as that tells the specific subject matter of each record.]**

9. Is there a list of abbreviations used in the source? The Library has a list of abbreviations used for ERIC posted next to the CD-ROM.

10. Are there special features? ERIC has 3 main special features: 1) A printer allows the user to print out the material. 2) A download mechanism allows the user to transfer materials from the CD to a floppy disk. 3) A thesaurus of descriptors gives the proper subject headings for the topic being used.

11. Does it give adequate cross references? ERIC gives cross references in the form of descriptors.

12. Does this source seem logical, comprehensible, and useful? For a person who has never used a CD-ROM before, ERIC is illogical and impossible to understand. Once one has learned to use a CD-ROM ERIC can be extremely useful.

Education Index
Z/5813/E23
Reference Table 12

The following submitted by: Lisa McKinney

1. This index is very specialized in that it covers all areas of education. It is specific in every area because of the subheadings.

2. The earliest materials cited are from July 1929 to June 1932. This source is still being published. The most current Education Index is February 1989. The index is updated once a month.

3. The index is arranged by subject heading and subheadings.

4. Indexing is done by author and subject. Either of these methods can be used.

5. Periodicals, yearbooks, and monographs are indexed. Yes, excerpts give adequate references to the original sources.

6. The source is written for anyone needing information on education and where to locate the information.

7. Yes, the format of the index makes it easy to use. A library staff member should not be needed for help in using the index.

8. Included in the citations are title of article, author, title of periodical, volume number, page numbers, month and year.

9. A list of periodical abbreviations are found in the front of the index.

10. There are no other special features in the index, just the citations.

11. Yes, adequate cross-references are provided such as "see also" and "see."

12. Yes, the source seems logical and easily comprehensible. It is useful for finding the location of education articles needed for research papers or other needs.

Physical Education Index
GV/341
Reference Stacks

The following submitted by: Melody Morris

1. This source covers popular subjects such as dance, health, physical therapy, recreation, sports, and sportsmedicine. In addition, coverage is given to specific subject areas such as coaching, teaching methods, training, history, sports psychology, administration, etc.

2. a. 1978
   b. Most current is September 1988. It is updated quarterly. Yes, it is still being published.

3. The material is arranged by subject.

4. NO.

5. A combination of these formats is presented. Yes, the excerpts give adequate references to the original sources.

6. The source is usable for all people.

7. The source is easy to understand and use. No, using it does not require the assistance of a library staff member. I would go to NOTIS to find the material. If it were a journal, I would use the microfiche and if I could not find it at either of the two places, I would ask the library staff member.

8. Title, author, date, name of the periodical, the volume, the page number.

9. There is a list of abbreviations of periodicals indexed. It is located in the front of the book. There is also a list of abbreviations for certain words such as months of the year and other words that are used in the index.

10. There is an index of book reviews. But no charts or illustrations or anything else.

11. YES.

12. YES.

Comparison of Indexes

The various indexes discussed by our group are similar in that they all deal with aspects of education. Although these indexes are the same in this respect, they are used in different ways. One source discussed was ERIC SilverPlatter. The disk covers information taken from journals, books, and periodicals. Searching is done by author, title, keyword, and subject of article. A useful characteristic of this source is the printer which allows the user to obtain a copy of the article. In addition, the downloading mechanism can be used to transfer information onto your own disk. This source is hard to use for inexperienced users of CD-ROM's.

The next index studied was the Education Index. This index is an author-subject guide to a selected list of educational periodicals and yearbooks. This source is efficient because all areas of education are included. Also, the use of headings and subheadings makes it easy to find the information. Included in each entry is the title of the article, author, title of periodical, volume number, pages, month, and year.

Like the Education Index, the Physical Education Index is also a guide to periodicals and yearbooks dealing with education. The difference between the two is that the Physical Education Index deals with topics such as dance, health, physical therapy, and sports whereas every kind of education is covered in the Education Index. Entries in this guide include title of article, author, title of periodical, volume number, pages, month, and year, just like the Education Index. This source is recommended because it is an efficient and easy-to-use guide to the location of physical education periodicals.

Our last index discussed was titled the Curriculum Collection Index. There are four indexes available in this collection which include 1) accession 2) author 3) keyword-in-title and 4) subject. More than one method of indexing may be used by searching each index. This source may be difficult to use unless library assistance is obtained.

These four sources are all efficient ways of finding information on education, which one is used depends on the user's individual needs.

History/Political Science

GROUP MEMBERS: Daniel Murphy, Michael Navarra, Dwight M. Nittsche, and Paris North

America History & Life
Z/1236/A48--
Reference Stacks

The following submitted by: Daniel Murphy

1. The index is fairly specialized because it just covers history and life in America.

2. a. The earliest materials cited are 1964.
   b. The source is still being published. 1988 is the most recent index and it is updated every year.

3. The material is arranged numerically.

4. Yes, there is more than one method of indexing, there is a subject, author, title and a reviewer index.

5. Both periodicals and books are indexed in this source.

6. This source is written for undergraduates.

7. This source would probably require some assistance from a library staff member.

8. The citations include the author, title, date, volume, pages and an explanation of the subject in the citation.

9. The abbreviations list is on page V (or five in the front).

10. No, there are no special features in this source.

11. No, it does not give adequate cross-references.

12. No, it is not very easy to comprehend and it would probably require library staff member assistance.

CIS Serials Set Index
Z/1223/Z9/C65
Documents Table 10

The following submitted by: Michael Navarra

1. The CIS U.S. Serial Index is very specialized source. It is an on-going collection (although it has changed titles) of U.S. government publications compiled under direction of the Congress.

2. The CIS has materials dating back to 1785. The CIS stopped publication in 1969. After 1969, government publications were then listed in the CIS Four Year Cumulative Index (Documents table 16)

3. The CIS Index is arranged alphabetically.

4. The CIS Index has two methods of indexing; by subject and by keyword. In addition, a supplement of the CIS Index called the Finding List, indexes by names of individuals and organization or indexes by numerical list of reports and documents within each session of Congress; as well as by schedule of serial volumes.

5. The CIS Index indexes government documents which range from Senate Journals, Senate Documents, House Journals, and House Documents.

6. The CIS Index is mainly written for upper-level and graduate students, and professionals.

7. The CIS Index is fairly easy to use. At the beginning of the index is an illustrated sample of one of the citations.

8. The CIS Index indexes names of individuals and organizations, legislation, which house, serial volume number, publication serials, publication number, which Congress, session.

9. There is no list of abbreviations in the CIS Index.

10. There are no special features in the CIS Index.

11. The CIS Index does provide you with cross-references.

12. I would not feel comfortable using the CIS Index unless I got a lot of help and asked a lot of questions.

Social Sciences Index
Z/7163/S6.3
Reference Table 38

The following submitted by: Dwight M. Nittsche

1. This index covers a total of 263 indexed periodicals. Seventy-seven are periodical titles indexed in the discontinued Social Sciences & Humanities Index, and 186 new titles which have been elected for inclusion by subscribers. The subscribers vote from a list prepared by a committee. The committee carefully selects value and subject balance.

2. A. It covers April 1974 thru March 1989.
   B. The source is published annually, last issue being March 1989.

3. The material is arranged alphabetically.

4. The index consists of author and subject entries to periodicals in the fields of anthropology, area studies, economics, environmental science, geography, law, criminology, medical sciences, political science, psychology, public administration, sociology, and related subjects. Information can be searched by author, title, subject, keyword, publication, or geographical location.

5. The index consists of indexed titles from various reports, journals and periodicals. Very complete reference information is given to aid you in searching for these items.

6. The index is written to aid persons of any field or background interested in such information.

7. The index is relatively simple to use and understand with a basic knowledge of reference materials. Someone without basic knowledge will most likely require assistance.

8. Citations include such information as the subject title, article title, author, subject matter abstracts, date, source name or title, volume number, page number and section number.

9. There is a list of all abbreviations of periodicals indexed located in the front of each index volume. Immediately following that is a list of other abbreviations used.

10. At the end of each volume is a list of book reviews, listed alphabetically by title and author, that apply to the subject matter of the citations.

11. The index contains a number of helpful cross-references such as "see also", or keys of maps or charts published, concerning the citations.

12. The index contains an enormous amount of information listed in such a way that should make a research task as simple and uncomplicated as possible.

United States Political Science Documents (USPSD)
JA/71/U5
Reference Stacks

The following submitted by: Paris North

1. This source is specialized in that it deals with different areas of political science. This source also covers subjects such as Time and Newsweek. USPSD also is helpful in finding a specific topic in the area of political science.

2. This work covers the time period from 1976 to current.
   a. The earliest materials cited are from 1976 and some 1975.
   b. Its source is still being published. The most recent source is 1988.
   c. The materials are updated.

3. The material is arranged numerically and one index is alphabetically arranged.

4. There is more than one method of indexing. You can search by author, subject, geographic location, proper name and journal.

5. There is a combination of formats and excerpts give adequate references to the original sources.

6. This source is "geared" to be used by anyone, whether they are a grad student or undergraduate.

7. This source is fairly easy to use, but at times, library staff assistance is needed.

8. The citations include: numerical order number, author, title, source, abstract, special features by subject, and key geographical areas.

9. No abbreviations listed in index.

10. One special feature is the helpful appendix in the index (helps you locate things).

11. Adequate cross-references.

12. For me, this index was difficult to interpret and read- but I'm sure it would be quite useful in research with adequate assistance.

Comparison of indexes:

Each of these sources, America History and Life, CIS Serial Set Index, Social Sciences Index, and United States Political Science Documents, are fairly specialized in their specific areas. They are indexes of carefully selected references including periodicals, books, journals, reports and documents.

These four sources cover subjects from the late 1700's to the present. America History and Life began in 1964 and is currently being updated annually. CIS Serial Set Index began in 1789 and stopped publication in 1969. The Social Science Index is a more current index and it began in 1974 and is currently being updated annually. The USPSD began in 1976 and also produces current subjects.

America History and Life and the Social Sciences Index both use author, subject, and title methods of reference. The previous indexes differ in that America History and Life has a reviewer method of reference and Social Sciences has a keyword method of reference in addition to their other methods. The USPSD is similar to the Social Sciences Index in that they both use geographical location in their references. The CIS Index focuses on subject and keyword methods of reference.

These four indexes include a combination of: periodicals, books, and excerpts. The indexes are written to aid a person of any field or background interested in such information. But even someone familiar with the library and reference materials may need the help of a library staff member.

The CIS Serial Set Index lists which house of Congress, publication series and number, which Congress, session number and serial volume number. This differs from the other three indexes in that they list: author, title, date, pages and subject matter explanations.

The USPSD and CIS Index do not have an abbreviations list while the other two indexes do have an abbreviations list in the front. The Social Sciences Index has a special feature of listing book reviews at the end of the volume. The CIS Index and the Social Sciences Index give adequate cross-references such as "see also".

These sources seemed somewhat logical, comprehensible and useful, although the assistance of a library staff member would be necessary in writing a research paper.

Literature

Group members: Chatan Petal, Kathleen Rhoden, Kelly Robertson, April Strait

Humanities Index
AI/3/H8.4
Reference Table 20

The following submitted by: Chetan Petal

The Humanities Index is a very specialized reference source. It does not cover subjects typically found in many popular magazines such as Time, Newsweek, U.S. News & World. It covers subjects found in specific periodicals such as British History magazines and other unfamiliar magazines. It begins its coverage in April 1974 and goes through December 1988, its most recent edition. It is updated four times a year. The material is arranged alphabetically by author and subject together. There is no title index. A book review is located at the end of the index. It is arranged by magazine title alphabetically. Reviews of less than one page or books published more than five years ago are excluded. The excerpts do give enough information so that the article can be easily found. The source seems written for laymen. The index is quite easy to understand and use. There is no reason to ask a library staff member for assistance. The citations include title, author, date, pages, volume numbers and whether or not the book has any illustrations. There are two lists of abbreviations at the front of the book. One is of general abbreviations, the other is abbreviations of magazines. The only special feature that the index has is that it gives an example of a citation. It shows the reader how to read a citation; (what the title is, author, pages, volume, etc.). Cross-references are quite adequate. The Humanities Index is a valuable reference tool if the researcher is looking for detailed information. It has references to not so common subjects. It can be useful if the researcher is having trouble locating events and subjects that did not receive a lot of publicity when they occurred. All in all, the Humanities Index is a reference tool one should not leave out of his research.

MLA International Bibliography
Z/7006/M64
Reference Table 24

The following submitted by: Kathleen Rhoden

1. The MLA International Bibliography is specialized. It covers international literature, linguistics and folklore. It contains a classified list of articles, essays and books written on literature.

2. The time period varies. For example, at the beginning of the index it covers English literature from 400-1099 and it progresses up until the present. It does this for all the international literature.

a. The earliest material cited is 400 A.D.
b. Yes, current index is 1986. It is updated regularly. Not specifically dated; however, when there have been omissions it is updated.

3. It is arranged in another way. The MLA International Bibliography is a classified listing and subject index for books and articles published on modern languages, literature, folklore and linguistics. (Found in introduction.) The 1986 Version starts out with English literature from 400-1099 and gives a bibliography on articles and/or books written on this time period. It divides the different literature into fiction, novel, drama, poetry, prose, etc.

4. Yes, can search by author and subject.

5. Yes, there are periodicals and books indexed which have been written on the different aspects of literature. Yes, the excerpts of literature give adequate references to the original sources.

6. This source is written for undergraduates to professionals.

7. I found this source hard to understand and I do believe a library staff member's help would be needed. I asked questions.

8. The author, title, date, and an abstract are given.

9. It contains a master list of periodicals in acronym order, but not a list of abbreviations.

10. Special features include abstracts but no charts, graphs, or illustrations are given. It can be printed.

11. I did not see any cross-references listed.

12. The way the MLA International Bibliography is arranged is logical. It is not easily comprehensive; however, the material could be useful for writing a paper on different periods of literature. I can't really say if I would be comfortable or not. I do not know what I would have to ask for help in order to use this index.

The only real major difference is that the MLA International Index is harder to understand than the others and would probably require more help from the library staff members.

Masterplots
PN/44/M33
Reference Stacks

The following submitted by: Kelly Robertson

1. It does not cover popular topics. It is very specific on master plots.

2. The first publication was 1949. It has five stages and the last publication was 1976.

3. The material is arranged alphabetically by title.

4. You can search by author, title, and keyword.

5. The book indexes books, poems, plays and articles.

6. This source is primarily indexed for reference and research. So although a layman could understand it, it was designed for undergraduates, graduate students and professionals.

7. It is an easy source to use that does not require a library staff member's assistance.

8. In the citations one will find title, date, first presented, author, time of plot, type of work, abstract of material, where located, and principle characters.

9. There is no list of abbreviations.

10. There are no special features.

11. It has no cross-reference.

12. It is a useful source, that seems logical, and is easily used.

Twentieth Century Literary Criticism
PN/94/T93
Reference Stacks

The following submitted by: April Strait

1. This a very specialized source. It doesn't cover popular subjects that you might find in Time or Newsweek. It contains excerpts from criticisms of the works of novelists, poets, playwrights, short story writers and other creative writers who died between 1900 and 1960.

2. The work covers the time period from 1900 and 1960.
   a. The earliest materials cited are 1960.
   b. Yes, volume 31 1989, updated twice a year.

3. The materials are arranged by the author's name, alphabetically, and chronologically.

4. Yes, you can use the author index, the nationality index, and the title index.

5. Excerpts. Yes they also refer you to other volumes.

6. The source is written for mostly undergraduates, graduate students and professionals.

7. Yes, it is easy to understand and use if you can't find the information you're looking for in this index, you can look in the author index and it will refer you to other indexes within the Gale Literary Criticism Series.

8. Author, title, volume, number, date, pages.

9. Yes, there is a list of abbreviations at the back of the book.

10. No.

11. Yes.

12. Yes, this source seems logical and easily comprehensible. I feel it is useful, especially when doing research in English class.

Comparison of Indexes

Our group dealt with the literature indexes: Humanities Index, MLA International Bibliography, Masterplots, and Twentieth Century Literary Criticism.

We found that all of our indexes were very specialized. Masterplots and Twentieth Century Literary Criticism were similar because both contained abstracts on the original books, also the MLA Index contained abstracts but not on the books themselves, rather abstracts on articles and books written on the literature of different periods. The Humanities Index did not contain an abstract.

The time periods for each index varies. For example, The Twentieth Century Literary Criticism starts with 1900, the Masterplots starts with 1949, the Humanities Index, according to Chetan Patel, starts with 1974, and finally, the MLA Index is very diversified. The earliest time period cited for this index is 400 A.D.

The different indexes also vary in the arrangement of the material. The Humanities Index arranges its material alphabetically, the Criticism Index arranges both alphabetically and chronologically, the Masterplots arranges alphabetically, however, the MLA does not have a certain arrangement. It starts with the English literature.

Our indexes were very similar in that they seem to be written for undergraduates to professionals. Secondly, all the indexes can by searched by author and title.

These indexes can be quite useful for research papers because it can save one time in the research process itself. The indexes can help one stay focused.

Odds and Ends

Group Members: Susan Stubing, Dan Stump, Kristie Taylor, Tracy Turner

Art Index
Z/5937/A7.8
Reference Table 4

The following submitted by: Susan Stubing

The Art Index includes both domestic and foreign publications. It consists mostly of periodical listings, but yearbooks and museum bulletins are also included.

The main body of the index is made up of subject and author entries to published articles as well as entries for reproductions of works of art. They are all arranged in one alphabet. In addition, there is a listing of citations to book reviews following the main body of the index.

Subject areas indexed include: archaeology, architecture, art history, city planning, crafts, films, graphic arts, industrial design, interior design, landscape architecture, museology, photography and related fields.

There are also frequent "see also" references to guide the user from terms not used as headings to those under which entries are to be found.

The Art Index is easy to use and understand, and to ensure that it is clearly understandable, there is a step-by-step example given in the preface to help the user.

Book Review Index
Z/1035/A1/B6
Reference Table 8

The following submitted by: Dan Stump

Question: How specialized is this source?
Answer: The Book Review Index is specialized mainly as it only provides reviews of books and periodicals.

Question: Does it cover a somewhat narrow field?
Answer: The index is a master key to the locations of reviews that appear in more than 460 publications, representing a wide range of popular, academic, and professional interest.

Question: What are the earliest materials cited?
Answer: The index began publication in 1965.

Question: Is the source still being published? If so, how current is the most recent index? How often is it updated?
Answer: Yes, the source is still being published with the most current index being 1987. It is updated bimonthly and a hard bound annual cummulation is available.

Question: How is the material arranged?
Answer: The material is arranged alphabetically by the author's last name.

Question: Is there more than one method of indexing?
Answer: Yes, by author and by the title index in the back of the book.

Question: Is the source written for laymen, undergraduates, graduate students, or professionals?
Answer: The index is written for anyone who is interested in a review of a book or periodical.

Question: Is the source easy to understand and use? Does using it require the assistance of a library staff member?
Answer: The index is very easy to understand and if you have any questions about the index you probably can turn to the front of the index and figure out the answer.

Question: What is included in the citations?
Answer: Included in the citation is the author, title being reviewed, an abbreviation identifying the reviewed source, the date and volume number of the source, the page number on which the review appears, and when appropriate, a lettercode identifying reviews of reference works, periodicals, and books for children and young adults.

Question: Is there a list of abbreviations used in the source? Location?
Answer: Yes, they are found in the introduction and the publication index.

Question: Would I feel comfortable using the index when writing a research paper?
Answer: Yes, it is very easy to understand and to find things.

Question: Does it give adequate cross-references?
Answer: Not really, but I don't think it needs any to the material it concerns.

Engineering Index
Z/5851/E6.2
Reference Tables 14-15

The following submitted by: Kristie Taylor

The EI Annual is an organized compilation of abstracts of articles and papers covering the world's technological literature. The literature covered reflects all engineering disciplines and the varying functions of engineering including research, development and testing, design, construction and maintenance, production, marketing, management, consulting and education.

The EI Annual has been published since 1976 and is still being published today. Its materials are arranged under subject headings found in alphabetical order, but there is more than one method for indexing. Others include indexing by: author, monthly and annual number translation and by author affiliation.

The primary sources for the information in the EI Annual consists of published journals, reports, monographs and conference proceedings. This index is written for whomever wants or desires to use it, because it is very easy to use and understand. **[Barbara's Note: Many students find Engineering Index difficult when they first approach it.]**

The citations in this index include the: author, author affiliation, an abbreviated title, volume, issue, date, pages of the source and publication. A list of the abbreviations used in the citations can be found at the bottom of the citation. The spacing of the citations allows for easy printing capabilities. To venture deeper into a subject this index supplies cross-references denoting them as "see" or "see also".

This is a very logical source that is easily comprehensible. Its materials could prove to be useful because of the great quantity of materials listed.

Psyclit SilverPlatter
CD-ROM
Wiley Laser Disk Area

The following submitted by: Tracy Turner

PsycLIT SilverPlatter covers psychology and its related fields, indexing over 1450 journals from around the world. Because all of the information is on a compact disk, it is easy to retrieve. There are five main ways to access information from the disk through the use of a computer. The user can search by word, phrase, author, word root (truncate), and subject. The computer will search the disk and list the number of entries found. If it is necessary to narrow the subject further, the word "and" can be used with any of the above options ("or" is used to broaden and "not" is used to exclude). The computer will revise its search and again displays the number of entries found. This allows the user to quickly determine if there is sufficient material available for the subject being researched.

Once the user has done this, he/she can chose a specific record or view all the records on a given subject. Each individual record screen displays title, author, institutional affiliation, and the name of the journal from which the article was taken. This information can be easily printed. The record also includes an abstract of the article. The abstracts generally contain purpose, hypothesis, methodology, results/conclusions, or implications of the research discussed. This allows the user to quickly evaluate if the article is useful for their particular research. If at any time a problem arises with any of these steps, PsycLIT has numerous "help" and explanatory screens to assist the user. More important than this, however, is that since everything is on computer, it is up-to-date (disk one, 1974-1983; disk two, January 1983-present). PsycLIT's drawbacks are that it is subject specific, meaning it deals only with psychology and related fields and it has no "see also" references. The user must have a general knowledge of a subject and the terminology used within the psychology.

Comparison of Indexes

The four indexes being compared are Art Index, Book Review Index, Engineering Index, and PsycLIT SilverPlatter. The first three of these indexes are hard-bound books found on the reference tables. The last one is on compact disk found in the Wiley laser disk area. None of these indexes have preference over another in that they all deal with specific subjects. There usefulness depends on the topic being researched. All of these indexes are up-to-date, however, only the Art Index, Book Review Index, and Engineering Index include material over ten years old. The Book Review Index and PsycLIT SilverPlatter do not contain adequate cross references (see also's) and thus require a certain working knowledge of the research material. Too, availability of these indexes is important. The first three (Art Index, Book Review Index, and Engineering Index), because they are bound, have many volumes available for use at one time. PsycLIT, however, is on laser disk, allowing for only one user **[Dennis' Note: good observation.]** at a time. This means the wait is often considerable. All four indexes contain a list of abbreviations and have more than one method of searching. If you have a topic in mind, all of these indexes are logical and easy to use.

Science

Group members: Tim Underwood, Meryl Vlatas, Windell Williams and Brad Wilson

AGRICOLA SilverPlatter
CD-ROM
Wiley Laser Disk Area

The following submitted by: Tim Underwood

1. The AGRICOLA SilverPlatter CD-ROM computer is very specialized. It covers somewhat narrower subjects than Time or Newsweek, and it mainly concentrates on science and technology.

2. a. January 1970 is the earliest material cited.
   b. Yes, it is still being published, and is updated quarterly. The most recent index is 1984 - November 1988.

3. The material is arranged chronologically on CD-ROM.

4. There are many ways to search on AGRICOLA SilverPlatter.

Examples of these are:

1.	author	AU
2.	title	TI
3.	series title	ST
4.	source	SO
5.	call number*	CN
6.	language	LA
7.	Publishing Agency	PA
8.	Corporate Author	CA

These are just some of the ways to search AGRICOLA SilverPlatter.

* Not the same call number that is used by Sterling C. Evans Library.

5. The AGRICOLA SilverPlatter indexes scholarly journals and periodicals. The excerpts that are found in the indexes give adequate references to their orginal sources.

6. Primarily AGRICOLA SilverPlatter is used by undergraduates, graduate ~~students, and~~ professionals, who need information on science and technology in agriculture.

7. The source is not too difficult to understand, but I would ask for assistance to get started.

8. Included in each citation is the author, title, date, pages, and some of the citations have abstracts. They also have the call number (CN), publishing agency (PA), and language (LA).

9. Yes, there are abbreviations and they are located in the guide on the CD-ROM.

10. AGRICOLA SilverPlatter can only print citations, but there are other computers in the Wiley area that have graphs, charts and illustrations.

11. AGRICOLA SilverPlatter also gives cross-references.

12. I feel that if I were writing a research paper on agriculture, the one place I could find in depth information on agriculture science and technology is on the AGRICOLA SilverPlatter located in the Wiley area.

Here is a small example of how to use AGRICOLA SilverPlatter:

1. Put disc in
2. Type in a word, say (cow) for subject - then it will give you the number of records (1316).
3. Then hit F4 to see the records.
4. Hit F10 for next record.

*Suppose you wanted records 745-750 for cow, you could do this:

1. After it showed that there were 1316 records for cow, hit the tab then type 745-750. This will give you the record 745 as the first display on the screen.
2. If you wanted to see the next record, hit F10.

*After you have found your desired citation:

1. You will need the name of periodical or journal that the information is cited from, and
2. Use this information to search on the Serials Holding List to find the location of the periodical or journal in Sterling C. Evans Library.

Biological & Agricultural Index
Z/5073/A4.6
Reference Table 7

The following submitted by: Meryl Vlatas

Biological and Agricultural Index is very specialized. It covers "Scholarly Journals" in the biological science field, as well as, "S.J." in the agricultural fields. The reference table maintains the index from August of 1977. The previous years editions can be found on the 3rd floor under L.C. call number Z/5073/A4.6. The current editions are published monthly, and are the paperbacks on Reference Table 7; note the current month is here. The index is designed for subject searches. Choose a subject and it may appear as a bold faced heading with cites below it. The subjects are arranged alphabetically. This indexes scholarly articles from journals (periodicals with documentation). The initials of the journal, the volume number,

page number and date of the article are at the end of the cite. It is a very simple, straight forward index to use. A library staff member is available if you have any questions. Author, journal initials, volume number, page number and date are all at the end of the cite. The index to journal initials is at the beginning of each volume. A unique or special feature of this index is the journals list in the beginning of the index. Listed are the addresses and purchase price of the journals, if you wanted a personal subscription. The journal index is logical and easily understood.

General Science Index
Z/7403/G45
Reference Table 18

The following submitted by: Windell Williams

1. The General Science Index covers a narrow field.

2. The work covers periods from 1979 to 1989.
   a. The earliest materials cited is from 1979.
   b. Yes, the source is still being published. The most recent index is February 1989; the index is updated once a year.

3. The information is arranged alphabetically by subject matter.

4. The main body of the index consists of subject entries to periodical articles. Also there is a separate listing of citations to book reviews following the main body of the index.

5. Both articles from periodicals and citations to book reviews are indexed.

6. The General Science Index caters to undergraduates, graduate and professionals, but not to laymen.

7. Yes, the source is easy to understand and use. Some assistance may be required for those individuals who are not familiar with any type of indexing system.

8. The citations include:
   1. The title of the article
   2. The name of the periodical the article appears in
   3. The author of the article
   4. The volume of the periodical
   5. The pages the article is on
   6. Bibliographic information
   7. Tells if there are illustrations or not
   8. The date of the periodical

9. Yes, there is a list of abbreviations used in the source. The abbreviations are located at the beginning of the index.

10. No, there are not any special features in the General

Science Index.
11. Cross-references are used extensively in the General Science Index.

12. The General Science Index is easy to use and it would be a useful tool to use in research.

Science Citation Index
Z/7401/S3.65
Reference Shelf H

The following submitted by: Brad Wilson

1. It covers science, medicine, agriculture, technology and behavior sciences. It is not broad as far as you couldn't find it in popular magazines. It is not very specific but it is somewhat specific. It mainly has journals in it.

2. March and April of 1988.
a. March 1988
b. Yes, it is different. They do it at least annually.
[Barbara's Note: The paper issues of SCI date back to 1955.]

3. Alphabetically by author's last name is the Source and Corporate index. Under the author, cited items are arranged chronologically and within years by journal title abbreviation.

4. Corporate Index goes by geographic section or organizational section.

5. Journals, monographics are indexed.

6. Graduate students mainly. Definitely not for laymen. Undergraduates could also use it, but it is very difficult to understand. **[Barbara's Note: Brad is absolutely right about SCI. It can be very puzzling and frustrating for users until they have spent quite a bit of time with the set.]**

7. No, depends on how much time you are willing to spend without asking for assistance.

8. Sources- author's name, article title, journal title abbreviation, year of journal, volume, issue, beginning and ending page, year of publication, number of references, author's address, language code, source item code.
Corporate- geographic - state or country, name of organization, volume, page, and year of journal.
Corporate- organization - Column heading, name of organization and location of organization.

9. Yes, in the front part before the citations begin.

10. It shows sample citations to help you to understand them. There is a statistical summary at the beginning, it defines

terminology used in index.
11. Yes.

12. Yes, kind of, yes, if I were interested in the fields represented by this index I would.

Comparison of Indexes

Our group was assigned two "paper-type" indexes, General Science Index, and Biological and Agricultural Index; and two CD-ROM type indexes, AGRICOLA and Science Citation.

All four are science specialization indexes to journals and serials. The paper indexes are the best bet for historical searches, as the CD-ROM's have been designed just recently and have current citations or recent years on them.

The paper indexes are both subject searchable by alphabetical order of subject, with a key to the journal's initials at the beginning of each volume. The volumes are arranged chronologically and the older volumes are up in the stacks at the same call number (*listed on reference volumes).

The CD-ROM's are searchable by subject, author, keyword or phrase (use Boolean methods). CD-ROM's are chronological in that each disk is sorted by citations of the specific period. The paper indexes are easily understood and a library staff member is available for questions. The CD-ROM's are self explanatory with on-screen prompts as well as a "help" guide (F1). Students and laymen alike could use all of these indexes easily. The CD-ROM's are the neatest because they can print your whole cite or list your titles right off the screen. The paper indexes are best for less current data (historical) as previous years are maintained up in the stacks. A full cite of journal initials, volume number, issue date and page numbers are available on all of these indexes. Call numbers must be obtained from NOTIS or OCLC. The OCLC terminals are located to the right of the main reference desk. You can print the screens of OCLC.